

STANDARD FORM NO. 64

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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DD/S

DATE: 7 Feb '57

FROM :  STATINTL

SUBJECT: Control of Official Personnel Folders

General Cabell has not seen the attached and it appears that it inadvertently arrived here without your reviewing, as indicated on the routing.

For what it is worth, it is my impression that the IG's recommendations regarding control procedure in the "shopping of files" is not fully taken care of by this Handbook. From a practical point of view, I seriously doubt that once the file arrives in a given component on the request of the head of that component, that there will be any elimination of the "shopping" of the file among Admin. Officers, Division Chiefs, Branch Chiefs, etc., since the busy executives oftentimes delegate review of personnel files to their deputies or other subordinates. On the otherhand, I am not sure there is any answer to this one beyond what the Handbook tries to get at except to make it more forceful as a regulation.

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